



# *Amherst* Massachusetts

INFORMATION TECHNOLOGY DEPARTMENT

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**TO:** Eunice Torrez, Human Rights Director

**FROM:** Kristopher Pacunas, Information Technology Director

**DATE:** August 20, 2006

**RE:** **ADA Self Evaluation Summary**

Information Technology (IT) Department mission statement: To select, implement, maintain and support all things technology related including wired and wireless telephony systems, security and video systems, software and database systems, message and collaboration systems, geographic information systems, websites and public access systems, computers and server systems and wired and wireless network infrastructure systems to meet the individualized service objectives of all departments, boards and committees.

## **Information Access:**

The IT Department, nor the Town, has a functioning TTY device or dedicated phone number. The IT Department maintains several Town websites that in most ways do not meet ADA requirements. The IT Department maintains computers for public access within the Town Hall, Senior Center and the public libraries, most of which are wheelchair accessible only; none which are completely ADA compliant. Additionally, the IT Department does not have adaptive computer hardware or software available for public use.

## **Physical Access:**

The IT Department meets the basic ADA/AAB requirements for physical accessibility in the following categories: parking, building entry, building layout/vertical circulation, signs, rest rooms/drinking, fountains/telephones, office access (exterior counter, interior seats, tables), rooms & spaces and emergency egress. A number of passages within the IT Department, which has a mixed open floor plan/cubicle layout, have been constricted to less than 3 feet by storage of equipment and boxes. The IT Department office could, with minor modifications, meet the requirements of any employee with a disability.